Expedite 5.5a

Effective Date: Effective with the April 28, 2005, bid letting
Operating System: Microsoft Windows Millenium(ME), 2000, XP or higher
Processor: Pentium or better recommended
Disk Storage: 30 MB free space

Follow these steps to install the Expedite 5.5a application software from the Internet:

STEP ONE: Delete your existing EXPEDITE files from c: in Exploring. (go into explore, select folder and delete it.)

STEP TWO: Internet Download

1. From MDT's Contracting/Consulting web site, http://www.mdt.mt.gov/business/contracting/software.shtml, click on Download under Expedite.
2. Choose, save this program to disk and Click "OK".
3. A "save as" will come up, usually the default is to save exp55a.exe to your Temp directory and that is appropriate. Click "save".
4. When the prompt says the download is complete, Click "Open", Click "OK".
5. The file is self-extracting and a box will come up to unzip the file, Click "unzip". It will tell you 2 files are unzipped, Click "OK".
6. The setup will begin. Simply follow the prompts allowing the program to use the defaults and finish by letting the setup Start Expedite Bid. For those who have had Expedite before, the bidder information should already be inserted for you. To check, go to tools, options and check to see if bidder information and Agency/ID are filled in. For those of you new to Expedite, you will be prompted to fill the information in as the program opens.

STEP THREE: Adding the Montana Units to the registry.

1. Go to your Temp directory on C: and double click on the file units.reg.

NOW YOU'RE READY TO LOAD THE BID FILES AND CREATE YOUR BID.

Note: 1. The new version will automatically load the proper addendum to your bid file if you use the addendum disk to initially open the bid file. If you use a previous disk to open the EBS file the addendum must be selected and attached manually as before.
        2. Note that different operating systems and different versions of your software may cause the above steps to be a little different, the prompts should keep you headed the right direction.

s:\cont_plan\policy_proced\procedures